



CITY OF HOUSTON
FINANCE DEPARTMENT
Strategic Procurement Division

Sylvester Turner

Mayor

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March 29, 2016

SUBJECT: Letter of Clarification No. 5

REFERENCE: RFP: S69-T25725 Library Collection and Recovery Services

TO: All Prospective Proposers

CLARIFICATION NO. 5

FOR

**REFERENCE: SOLICITATION: S69-T25725
REQUEST FOR PROPOSALS (RFP) FOR LIBRARY COLLECTION AND
RECOVERY SERVICES**

For which responses for clarification are scheduled to be received to the
Finance Department Strategic Procurement Division,
2:00 p.m., Central Time on March 29, 2016.

The following changes and/or revisions are incorporated into the above referenced RFP Document as noted. All other provisions and requirements as originally set forth remain enforce and are binding.

1. The following questions and requests for clarification were submitted in accordance with the instructions provided, Communications between the City and Respondents. The City's response (**in bold italics**) follows each question or request for clarification in the table below:

CLARIFICATIONS TO QUESTIONS

Question 1:	Question on Page 13, #3 <u>Proposed Plan of Action</u> . There is a request for a matrix summarizing how each of the requirements will be met. Are those requirements that you speak of the headers in the scope of work?
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Council Members: Brenda Stardig Jerry Davis Ellen R. Cohen Dwight A. Boykins Dave Martin Steve Le Greg Travis Karla Cisneros Robert Gallegos
Mike H. Laster Larry V. Green Mike Knox David W. Robinson Michael Kubosh Amanda Edwards Jack Christie
Controller: Chris Brown

COH Response:	Yes. Also, please refer to Page 11, Review Criteria, <u>2. Technical Competence</u> , Paragraph "C."
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END OF CLARIFICATION NO. 5

Should you have any additional questions or request further clarification regarding this proposal, please contact Regina Spencer at regina.spencer@houstontx.gov or (832) 393-8707.

Sincerely,

Regina Spencer

Regina Spencer
Sr. Procurement Specialist

/rs

cc: File